Defense Information Systems Agency

JIEO PLAN 9000

Central Imagery Office

1 November 1995

Department of Defense and Intelligence Community Imagery Information Technology Standards Management Plan

FOREWORD

In December 1994, the Defense Information Systems Agency's (DISA's) Deputy Commander, Information Technology Standards, and the Community Management Staff's (CMS's) Director, Intelligence Systems Secretariat (ISS), jointly agreed, and approved the *Imagery Standards Management Committee (ISMC) Charter*. The Central Imagery Office's (CIO's) Director, Systems Technology and Standards Directorate, concurred with this action.

The ISMC is chartered as the standards focal point for the imagery community which includes all organizations or programs within the Intelligence Community (IC) and the non-intelligence civil agencies that produce or use imagery. In order to be responsive to the standards needs of this diverse community, the ISMC is a subgroup of the CMS's ISS Standards Panel (SP) and the Department of Defense's (DOD's) DISA Standards Coordinating Committee (SCC).

The *Department of Defense and Intelligence Community Imagery Information Technology Standards Management Plan* describes the management concept, process, and operations that the ISMC uses to oversee imagery community IT standards activities. It presents a strategy for efficient, cost-effective, centralized planning, coordination, monitoring, and control of the standards.

This plan has been coordinated and approved by interested representatives of the CMS; DOD Commands, Services, and Agencies (C/S/A); the Departments of Agriculture, Commerce, Energy, Interior, Justice, State, Transportation, and Treasury; the National Reconnaissance Office (NRO); the National Aeronautics and Space Administration (NASA); and the United States Geological Survey (USGS).

JAMES E. SEYBOLD
Chair, Imagery Standards
Management Committee

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Section 1
INTRODUCTION

1.1 Purpose

The purpose of the *Department of Defense and Intelligence Community Imagery Information Technology Standards Management Plan* is to establish the Department of Defense (DOD) and Intelligence Community (IC) imagery information technology (IT) standards mechanism to centrally lead, manage, integrate, and coordinate efforts to achieve and implement imagery IT standards in information systems. The goal is to improve interoperability, effectiveness, and efficiency and reduce costs through uniform IT standards application.

1.2 References

References used to develop this plan are listed in appendix A.

1.3 Scope

This plan's scope shall include all imagery data, independent of sensor type or transmission media. Imagery is "all products of reconnaissance that provide a likeness of any natural or manmade features or related objective or activities." With the exception of clandestine hand held derived imagery, this plan encompasses imagery derived from all DOD and IC imagery systems and all imagery used in DOD and IC information. The scope includes imagery-derived data and imagery products, and encompasses all IT standards related to imagery collection, processing, exploitation, reporting, dissemination, and archiving.

1.4 Applicability

1.4.1 Within the DOD, this plan applies to the Office of the Secretary of Defense (OSD) and the Military Departments, the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Defense Agencies, and the DOD Field Activities.

1.4.2 This plan applies to the imagery community which includes all organizations or programs within the IC, as defined by Executive Order 12333, "United States Intelligence Activities," 4 December 1981 (reference a).

1.4.3 Additionally, this plan applies to other national departments and agencies, and non-intelligence civil agencies, that produce or use imagery and choose to adopt this plan.

1.5 Authority

1.5.1 The authority for this plan is derived from the DOD and the IC.

1.5.2 The authority originates with the Secretary of Defense (SECDEF) who is the Defense Information Management (IM) authority. In his memorandum, *Implementation of Corporate Information Management Principles*, 16 November 1990 (reference b), the SECDEF delegated the authority for information technology policy, guidance, and administration to the Assistant Secretary of Defense for Command, Control, Communications, and Intelligence (ASD(C^3I)). Subsequently, according to Department of Defense Directive (DODD) 8000.1, *Defense Information Management (IM) Program*, 27 October 1992 (reference c), the ASD(C^3I) is the Principal Staff Assistant for the DOD IM Program.

1.5.3 In his memorandum, *Executive Agent for DOD Information Standards*, 3 September 1991 (reference d), the ASD(C^3I) assigned executive agent (EA) responsibility for coordinating and integrating DOD's information standards activities to the Director, Defense Information System Agency (DISA). The Defense Management Review Decision (DMRD) 918, *Defense Information Infrastructure*, 15 September 1992 (reference e), centralizes the responsibility for all IT standards matters with DISA and directs DISA to establish the Information Technology Standards Program Office (ITSPO).

1.5.4 In his 3 September 1991 letter to the Acting Director of Central Intelligence Agency (CIA) (reference f), the ASD(C^3I) stated that with respect to intelligence, the Director, DISA responsibilities include the application of uniform IT standards to DOD programs and systems funded in the National Foreign Intelligence Program (NFIP). He ensured full participation and coordination by the Intelligence Community Staff (ICS) and other appropriate IC representatives when DOD IT standards activities involved NFIP systems.

1.5.5 The Community Management Staff's (CMS's) Information Systems Board (ISB)/Intelligence Systems Secretariat's (ISS's) Information Management Policy Working Group (IMPWG) is chartered to develop information systems policy and programs for the NFIP/Tactical Intelligence and Related Activities (TIARA) community (reference g).

1.5.6 In December 1994, the CMS's Director, Intelligence Systems Secretariat, and DISA's Deputy Commander, Information Technology Standards, jointly agreed, and approved the *Imagery Standards Management Committee (ISMC) Charter* establishing the ISMC as a subgroup of the ISS Standards Panel (SP) and the DISA Standards Coordinating Committee (SCC) (reference h). The ISMC is the link that joins the IC and DOD imagery IT standards efforts.

JIEO PLAN 3200 (reference i) establishes the DOD IT Standards Program. For DOD purposes, this plan supplements JIEO PLAN 3200.

1.6 Policy

1.6.1 To achieve interoperability among imagery systems, imagery IT standards management is established and exercised in conformance with applicable IC and DOD policies by the Central Imagery Office (CIO) and DISA's Center for Standards (CFS).

1.6.2 In addition to JIEO PLAN 3200 (reference i), this plan adheres to the policies set forth in SECDEF Memorandum, "Specifications & Standards - A New Way of Doing Business," 29 June 1994 (reference j), DODD 8000.1 (reference c), DODD 4630.5, *Compatibility, Interoperability, and Integration of Command, Control, Communications, and Intelligence (C^3I) Systems*, 12 November 1992 (reference k), Department of Defense Instructions (DODI) 4630.8, *Procedures for Compatibility, Interoperability, and Integration of Command, Control, Communications, and Intelligence (C^3I) Systems*, 18 November 1992 (reference l), and CJCS Instruction 6212.01, *Compatibility, Interoperability, and Integration of Command, Control, Communications, Computers and Intelligence Systems*, 30 July 1993 (reference m).

1.6.3 In accordance with JIEO PLAN 3200 (reference i), imagery IT standards management capitalizes upon the Defense Standardization Program's (DSP's) standards activities, special expertise, and procedures. DSP policy adhered to in this plan is set forth in DODD 5000.1, *Defense Acquisition*, 23 February 1991 (reference n), DODI 5000.2, *Defense Acquisition Management Policies and Procedures*, 23 February 1991 (reference o), and DOD 4120.3-M, *Defense Standardization Program (DSP) Policies and Procedures*, July 1993 (reference p).

1.6.4 To ensure full participation and coordination by the IC and other appropriate representatives, this plan adheres to DODD 5105.56, *Central Imagery Office*, 6 May 1992 (reference q), Director of Central Intelligence Directive (DCID) 2/9, *Management of National Imagery Intelligence*, 1 June 1992 (S) (reference r), and the "IMPWG Charter" (reference g).

1.7 Responsibilities

1.7.1 Chartered by the SCC and ISS, the ISMC is the management forum for the DOD and IC imagery IT standards process.

1.7.2 For DOD purposes, the ISMC serves as the Configuration Control Board (CCB) responsible for maintaining imagery IT standards from publication until cancellation. The ISMC executes this responsibility in conformance with DOD 4120.3-M (reference p), JIEO PLAN 3200 (reference I), and the 29 June 1994 SECDEF Memorandum (reference j).

1.7.3 The ISMC participants' responsibilities are outlined in chapters 2 ,3, and 4.

1.8 Acronyms

Acronyms used in this plan are listed in appendix B.

1.9 Security

1.9.1 Protection of Imagery IT Standards Documents. Record copies of the documents supporting the management process are maintained and safeguarded according to applicable DOD regulations and directives.

1.9.2 Classification of Imagery IT Standards Documents. Security classification and document dissemination procedures are performed according to the provisions of DOD 5200.l-R, *Information Security Program Regulation*, May 1993 (reference s) and any department or agency regulations that implement these provisions.

1.9.3 Public Release of Information. The public release of imagery IT standards information is conducted according to the security classification guides noted above. DODD 5230.9, *Clearance of DOD Information for Public Release*, 2 April 1982 (reference t) is the guide for the public release of other interface and management documents.

1.10 Supersession

This document is the initial issue of the *DOD and IC Imagery IT Standards Management Plan*.

1.11 Supplementation

When required, ISMC members have the authority to supplement this plan. Authority for other DOD activities to supplement this publication must be obtained from the CFS Directorate for Information Standards. Authority for non-DOD activities to supplement this publication must be obtained from the CIO Standards Branch.

1.12 Changes

1.12.1 DOD organizations address proposed changes to this plan as follows:

Defense Information Systems Agency
Joint Interoperability and Engineering Organization
Center for Standards (JEBCE)
10701 Parkridge Boulevard
Reston, Virginia 22091-4398

1.12.2 Other organizations and activities address proposed changes to this plan as follows:

Central Imagery Office
STSD/SESD/SB
8401 Old Courthouse Road
Vienna, VA 22182-3820

Section 2
CONCEPT

2.1 Overview

The imagery IT standards management concept is designed to use the standards activities, processes, and procedures established by the DOD IT Standards Management Program (reference i) and the DSP (reference p). It provides the management structure and mechanisms necessary to coordinate and integrate the functional and technical efforts to standardize the IT standards that effect imagery systems interoperability.

2.2 Management Structure

2.2.1 DOD and IC organizational elements support imagery IT standards management. Figure 2-1 is the imagery IT standards relationship. It mirrors the DOD IT standards relationships and adds the IC elements.

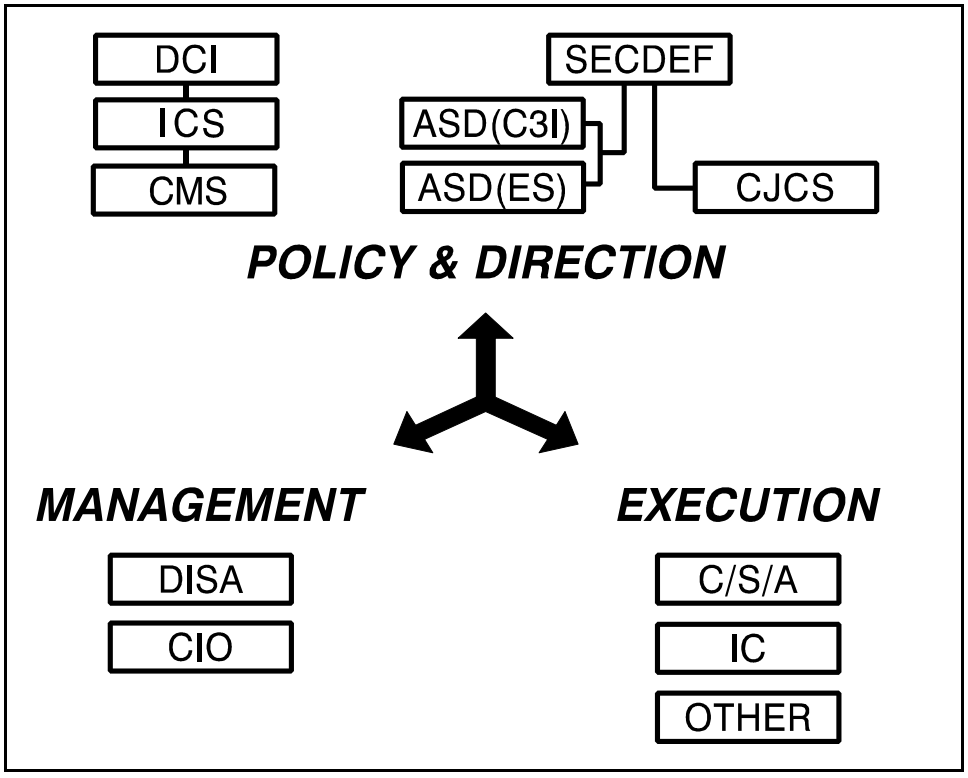

Figure 2-1. Standards relationships

By accomplishing the bulk of the imagery IT standards activities, the Military Services, Defense Agencies, Combatant Commands, and Federal Departments and Agencies execute the IT standards program. To execute standards activities, the DOD components receive policy and direction from Offices of the Assistant Secretary of Defense (OASD) and the CJCS, and are managed by DISA and the CIO. The IC and other Federal Departments and Agencies receive policy and direction from the Director of Central Intelligence (DCI) through the Intelligence Community Staff (ICS), and the CMS, and are managed by the CIO.

2.2.2 DISA is responsible for the following:

a. Managing DOD imagery IT standards activities through adoption, development, specification, and certification.

b. Conducting imagery DOD IT standards testing, evaluation, and certification.

c. Ensuring developed and adopted imagery IT standards approved for DOD use are configuration managed.

d. Preparing, approving, implementing, and maintaining the *DOD and IC Imagery IT Standards Management Plan*.

e. Serving as the primary link for DOD imagery IT standards development and maintenance activities conducted within the DSP.

2.2.3 The CIO is responsible for maintaining the ISMC as the DOD, and an IC, imagery IT standards body that coordinates and integrates all functional and technical imagery activities in developing, adopting, specifying, and certifying imagery IT standards.

2.2.4 The Military Services and Defense Agencies are responsible for the following:

a. Complying with the provisions of the IT standards implementing directives and this plan.

b. Identifying IT standards requirements for imagery information systems developed to support U.S. operational forces.

c. Within their areas of interest and expertise, participating in the imagery IT standards development, adoption, and conformance testing.

d. Coordinating imagery IT standards matters, including related DSP standardization efforts through DISA.

e. Identifying participants to represent their interests in the ISMC and ISMC Working Groups (WGs). As appropriate, providing personnel to chair ISMC WGs.

f. As assigned and agreed to by the CFS, providing DOD representatives to external imagery and imagery related IT standards forums.

2.2.5 The Combatant Commands will participate in the ISMC, ISMC WGs, and imagery IT standards activities either directly or through the Joint Staff by identifying imagery IT standards requirements, ensuring that joint operations concerns are addressed in ISMC deliberations, and representing the war fighting interests of the deployed forces in imagery IT standards matters.

2.2.6 Other IC members and other Federal Departments and Agencies will participate in the ISMC, ISMC WGs, and imagery IT standards activities either directly or through IMPWG SP representation.

2.3 Committee Structure

2.3.1 The imagery IT standards committee structure integrates the DOD IT standards management forum structure, the ISB management structure, and the DSP management structure. It places a single management authority at the lowest possible IT standards group level, integrates the functional and technical elements involved in imagery IT standards development, and uses existing standards bodies. Integrating the three standards programs eliminates redundant imagery IT standards activities and reduces resources required to manage imagery IT standards.

2.3.2 Chaired and administered by the CIO, the ISMC leads, manages, integrates, and coordinates DOD and IC efforts to develop and implement imagery IT standards in DOD and IC information systems to ensure DOD and IC imagery information systems compatibility and interoperability. The ISMC relationship to and responsibilities within the DOD IT Standards Program, the ISB standards activities, and the DSP are shown and described in the following figures and paragraphs.

2.3.3 Figure 2-2 shows the DOD IT standards management forum structure. Chaired by DISA's CFS, the SCC is the principal DOD forum for IT standards matters. Chartered by the SCC, Standards Management Committees (SMCs) are subordinate

to the SCC and accomplish the bulk of the IT standards activities.

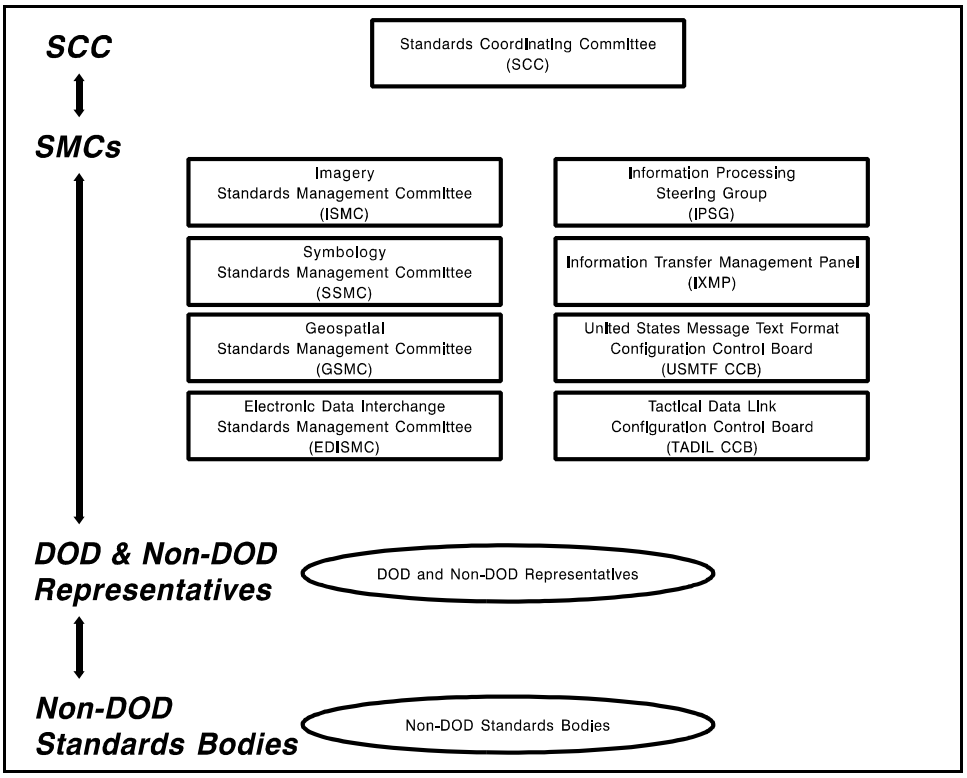

Figure 2-2. IT standards management forum structure

Within the DOD IT Standards Program, the ISMC has the following responsibilities:

a. Coordinate and integrate all functional imagery activities in developing, adopting, specifying, certifying, and enforcing imagery IT standards as part of the DOD IT Standards Program.

b. Serve as the primary coordination point for imagery IT standards activities conducted within the DSP standardization areas.

c. Pursue the satisfaction of imagery IT standards requirements within the ISMC or, when tasked by the SCC, sponsor DOD representatives to external IT standards forums.

d. Ensure that the imagery IT standards developed under its direction are in accordance with the guidance contained in JIEO PLAN 3200 (reference l).

e. As required, charter WGs to address specific imagery IT standards issues and activities.

f. As tasked by the SCC, solicit, recommend, and endorse nominations of DOD representatives to external IT standards forums.

g. As tasked by the SCC, sponsor and provide support, including development of guidance packages, for DOD representatives to DOD and non-DOD IT standards forums.

h. Serve as the CCB for the configuration management (CM) of imagery standards adopted by DOD.

I. Forward imagery related issues for which ISMC members cannot reach a consensus to the SCC for resolution.

j. As needed, the ISMC will charter WGs to address standards issues and projects to bring technical expertise to bear on imagery IT standards problems. Interested C/S/As, IC members, and activities that represent business and Command, Control, Communications, Computers, and Intelligence (C^4I) interests participate in WGs. With WG approval, interested industry and national standards organizations representatives may participate. The National Imagery Transmission Format Standard (NITFS) Technical Board (NTB), the Common Imagery Interoperability Working Group (CIIWG), and the Video Working Group (VWG) are chartered ISMC WGs. WGs may be assigned the following tasks:

(1) Develop work plans for technical work items.

(2) Develop technical positions and recommendations.

(3) Conduct the technical work and coordination required for effective DOD participation in non-DOD IT standards forums in support of DOD representatives.

(4) Develop military enhancements to non-Government standards to reflect DOD requirements.

(5) Develop military standards. As appropriate, accomplish one or more DSP Standards Management Activity (SMA)

functions.

(6) Coordinate with other SMCs and WGs when duties overlap on a position or document being developed or managed.

(7) Raise unresolved issues, including majority and minority views, to the ISMC for resolution.

2.3.4 Figure 2-3 shows the ISB management structure. Chaired by the Director of the ISS, the IMPWG supports the ISB in developing information systems policy and programs for the NFIP/TIARA community. On a permanent or ad hoc basis, the Chair establishes task teams and subworking groups to address specific tasks and issues that are within the purview of the ISB or assigned by higher authority.

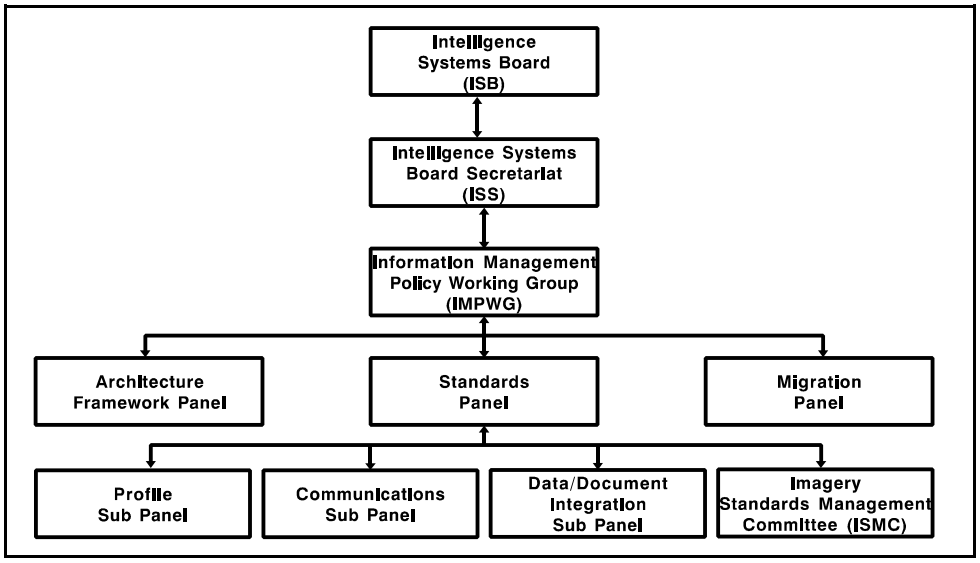

Figure 2-3. ISB management structure

2.3.5 Within the DOD, the ISMC conducts a major portion of its activities within the DSP. The DSP management structure is shown in figure 2-4. Similar to the IT Standards Program, the DSP is executed by DOD components. The Office of the Assistant Secretary of Defense for Economic Security (OASD(ES)) plans, directs, and monitors the DSP. Heads of the Departmental Standardization Offices (DepSOs) plan, direct, and monitor the DSP within their department or agency. SMAs perform a variety of standardization management functions.

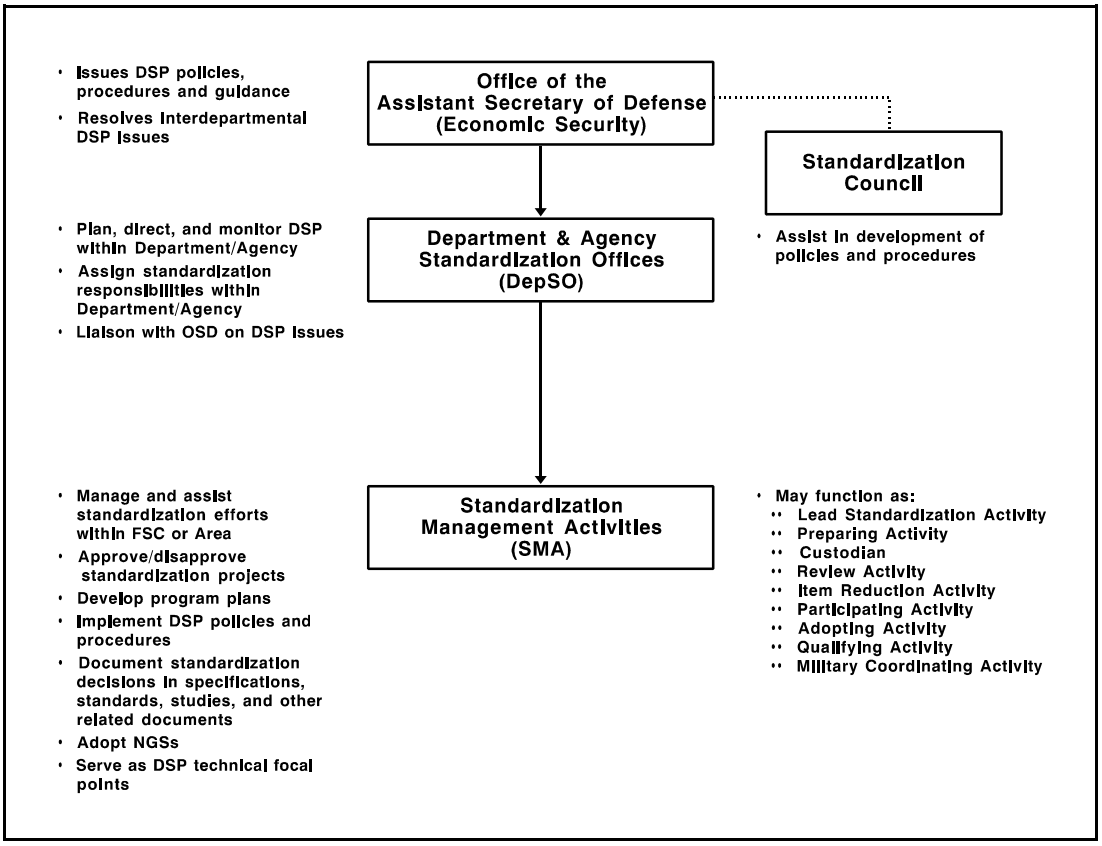

Figure 2-4. DSP management structure

Imagery IT standardization activities conducted within the DSP are assigned to categories for engineering technologies, disciplines, and practices called standardization areas. Figure 2-5 shows the IT Standards Program DSP standardization areas. DISA leads many of the standardization areas by functioning as the Lead Standardization Activity (LSA). To execute its IT standards' EA responsibilities, DISA coordinates with the IT standardization areas led by others.

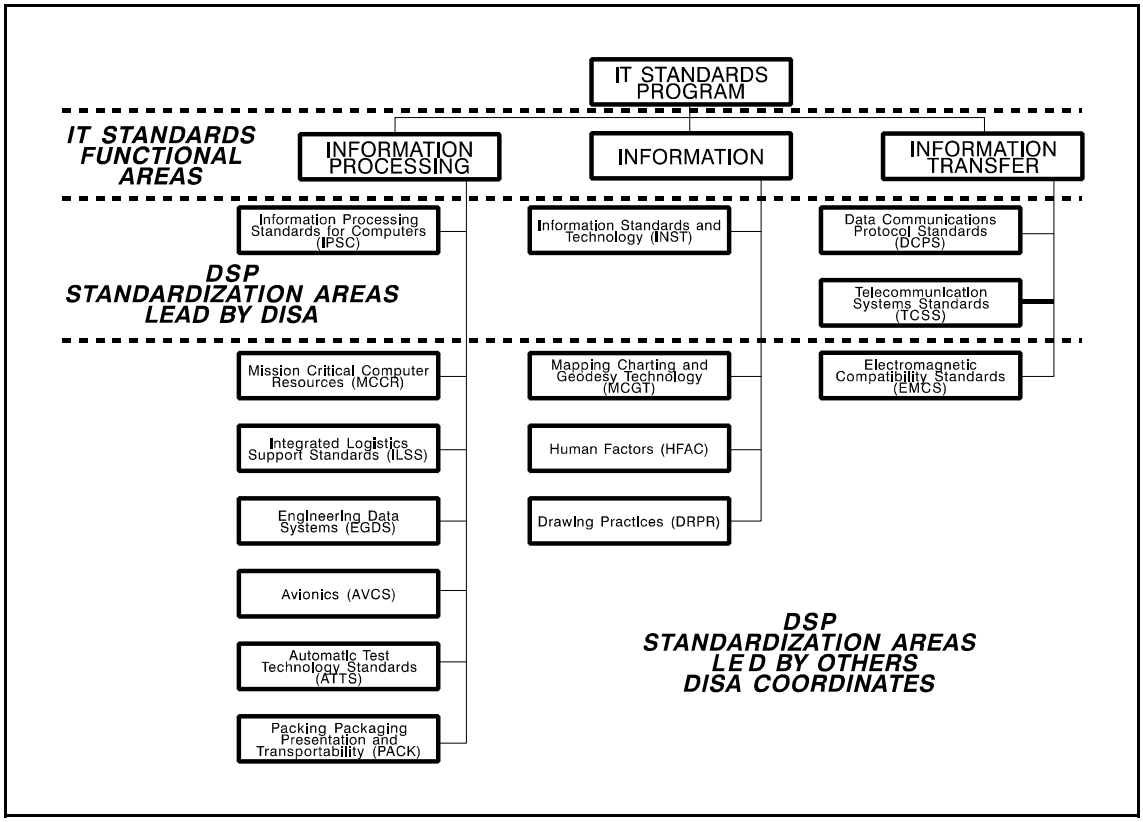

Figure 2-5. IT standards program DSP standardization areas

In addition to LSA responsibilities, SMAs may have other functions within the DSP. To avoid redundant imagery IT standardization efforts, these DSP functions will be accomplished by the ISMC, ISMC members, and ISMC WGs. These DSP functions are as follows:

a. Preparing Activities prepare, coordinate, issue, and maintain standardization documents.

b. Custodians resolve and consolidate coordination comments for standardization documents or studies in their department or agency and submit those comments to the Preparing Activity.

c. Review Activities review all proposed actions regarding standardization documents in which they have a technical or procurement interest and submit those comments to the Custodian.

d. Adopting Activities are responsible for the adoption of a non-Government standard.

2.4 Coordination and Issue Resolution

2.4.1 Within the ITSP and DSP, the ISMC coordinates imagery IT standards issues with the IT standards forums shown in figure 2-6.

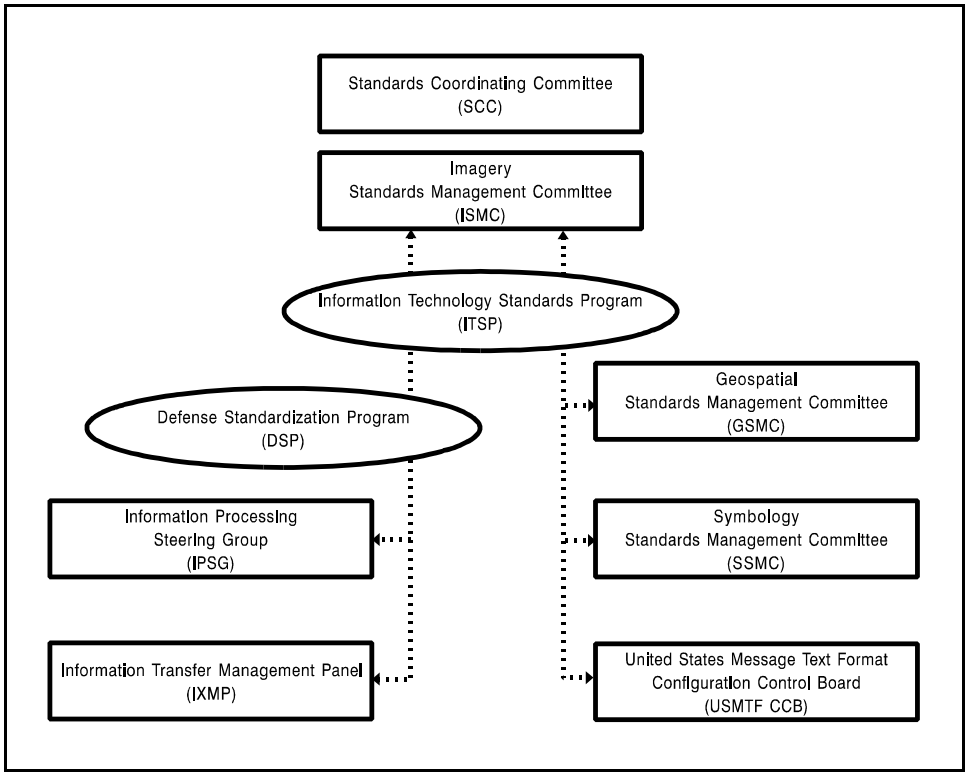

Figure 2-6. Coordination with standards forums

2.4.2 DOD issues that cannot be resolved within the ISMC or through coordination with other IT standards forums are forwarded to the SCC for resolution. Issues that cannot be resolved within the SCC are forwarded, as appropriate, to the Military Communications and Electronics Board (MCEB), the ISB, or the Mapping, Charting, and Geodesy Joint Interoperability Board (MJIB). Unresolved ISMC issues that pertain to non-DOD information systems are forwarded through the IMPWG SP, the IMPWG, and the ISS, to the ISB for resolution. Figure 2-7 shows the DOD and IC IT standards coordination/issue resolution flow and the policy and direction for the system interoperability boards that serve as imagery IT standards resolution bodies.

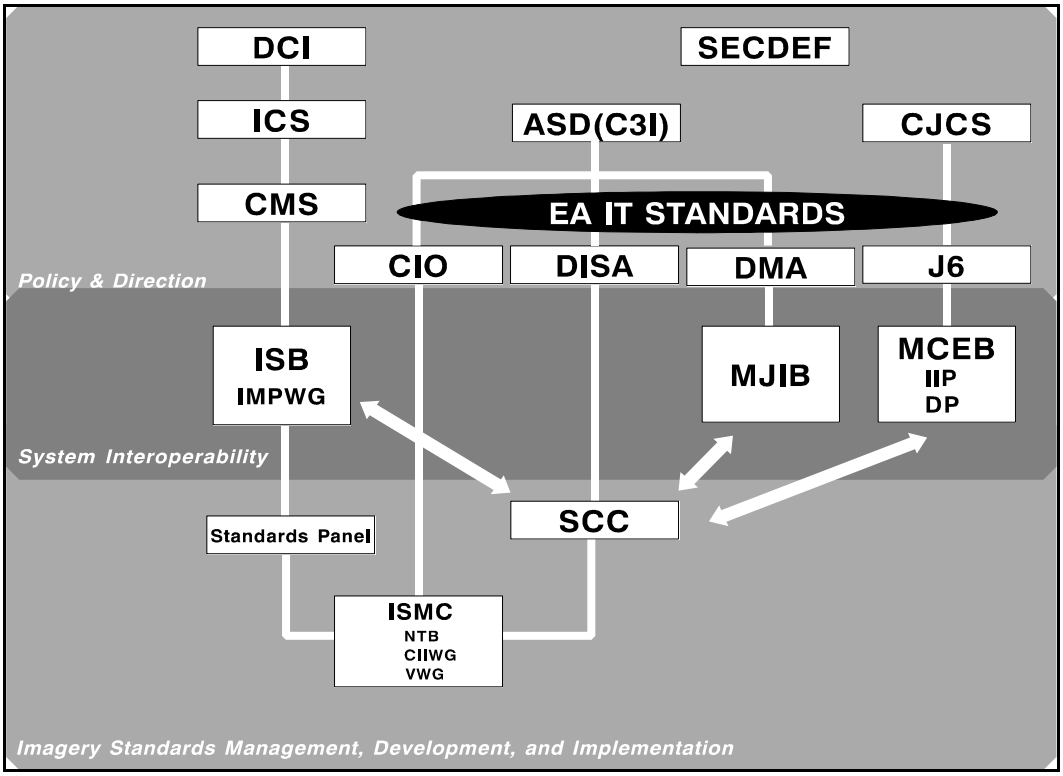

Figure 2-7. Resolution

2.5 Strategy for Program Management

The imagery IT standards management concept represents ongoing efforts to standardize imagery IT standards. Centralized coordination of the process reduces the number of resources required to support imagery IT standards activities. The following strategies are applied:

a. Whenever practicable, Non-Government Standards (NGSs) and Commercial Item Descriptions (CIDs) are used in preference to Federal and Military Specifications (MIL-SPEC) and Standards (MIL-STD).

b. Efforts to develop standards reflecting unique government requirements are identified and reviewed for possible application of commercial standards.

c. Programs pursuing standards development to satisfy similar requirements are consolidated.

d. Military and unique Federal standards are reviewed to identify and eliminate duplication with commercial standards.

e. As appropriate, DOD and the IC participates in commercial standards groups.

f. Concerning imagery, the ISMC develops and coordinates DOD and IC positions presented to commercial standards groups or areas of technology.

g. When practical, the ISMC and DOD representatives coordinate views to develop a single Government position when Federal agencies participate in commercial standards groups.

h. When an area of technical interest to the ISMC includes several commercial standards activities, the ISMC identifies a focal point to provide support that will ensure an integrated approach is accomplished.

i. When appropriate, National Telecommunications and Information Administration (NTIA) are enlisted to present the DOD position in non-DOD imagery standards activities.

j. Members of the imagery IT standards community collaborate and coordinate ideas, requirements, and projects, and progress to promote the efficiency and success of the overall IT Standards Program with the objective of attaining the following benefits:

(1) A unified position on imagery matters for consistent presentation to external groups.

(2) Consistent interpretation and implementation of imagery IT standards program policy.

(3) Application of imagery IT standards program policy to all related and associated efforts.

(4) Identification and establishment of mutual interest areas.

(5) Collaboration in planning efforts to:

(a) Eliminate duplication of effort.

(b) Integrate products and efforts.

(c) Combine resources.

(d) Determine the cost/benefit ratio of combined projects versus separate endeavors.

(e) Develop and execute coordinated, consistent and complementary IT standards program plans and standards.

(f) Facilitate a higher level of review by synchronized program and project monitoring and reporting.

(g) Establish communication with all imagery community and external groups participating in imagery IT standards activities.

Section 3
PROCESS

3.1 Process Overview

3.1.1 The imagery IT standards process mirrors the IT standards process shown in figure 3-1. The model shows how DOD adopts, develops, specifies, and certifies IT standards. The process establishes and maintains commercial, federal, and military standards.

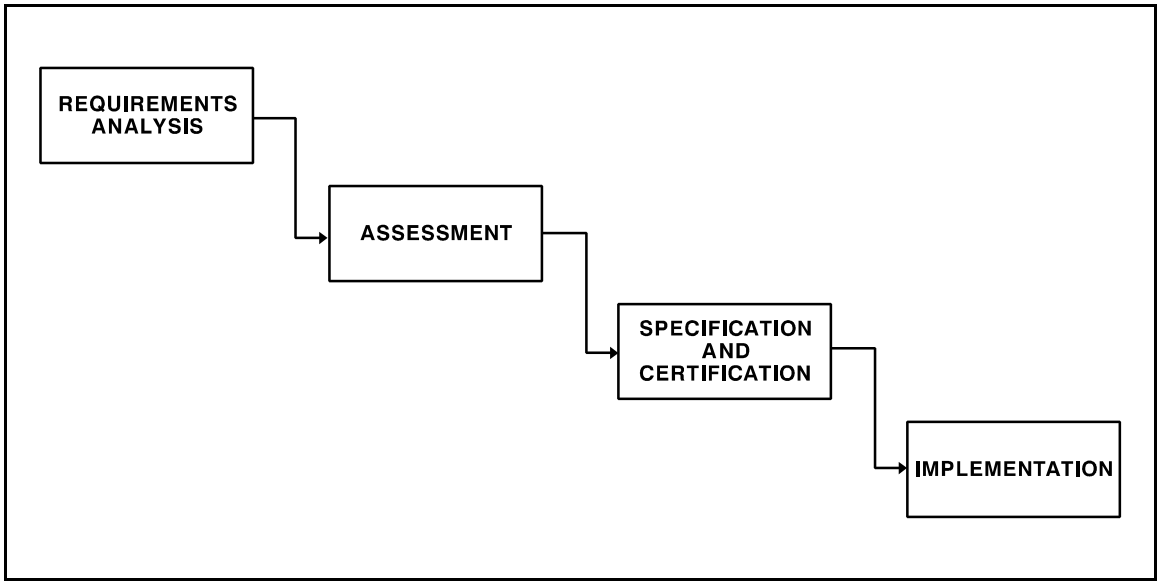

Figure 3-1. IT standards process

3.1.2 The imagery IT standards process is driven by imagery users' requirements. In response to these requirements, the process adopts or develops, tests, and maintains standards or standards profiles. Imagery users support the process and are supported by the process. The process requires coordination with and among DISA and military, national, and international standards organizations.

3.2 Process

As shown in figure 3-1, four activities constitute the imagery IT standards process model. Managed and assisted by DISA, in its DOD IT standards EA role, the ISMC is responsible for each activity. Through ISMC member representatives, C/S/As contribute to each of the activities, most significantly during requirements analysis and assessment. While assisting during each activity, DISA contributes most significantly

during specification and certification.

3.2.2 Requirement Analysis

3.2.2.1 Imagery IT standards activities are accomplished in response to imagery users' requirements. As with all DOD IT standards activities, the basis for imagery IT standards activities is the users' need for information systems to be interoperable. Computer microprocessor technology made it possible to build a number of systems that can interchange annotated digital imagery. Consequently, the DOD has a requirement for the digital interchange of images and associated data among a variety of existing and future systems. With one transmission, imagery information systems need to be able to send information to users with varying needs or capabilities. From the transmission, each user must be able to select those data items that correspond to his needs and capabilities.

3.2.2.2 Managed and assisted by the ISMC, the DOD imagery user community is responsible for identifying imagery user requirements for new systems, acquisitions, or modifications to existing systems. Requirements for information system services and capabilities usually are identified through functional architectures (process models), systems architectures, service and agency laboratories, program managers pursuing advanced technology solutions to information systems needs, or directly from operator-originated requests processed through the OSD, the JCS, and the C/S/As in the form of requirements documents.

3.2.2.3 Imagery user requirements, stated in terms of broad operational capabilities by any DOD component, are documented in Mission Needs Statements (MNSs) (reference o). Once an MNS is validated and approved, an Operational Requirements Document (ORD) is drafted. The ORD identifies performance and related operational parameters for the proposed concept or system to satisfy the operational need identified in the MNS.

3.2.2.4 The imagery IT standards program participates in and maintains liaison with imagery intelligence users and supports their efforts to establish requirements for imagery IT standards. The ISMC manages this interaction.

3.2.3 Assessment

3.2.3.1 Requirements documents are assessed for standards needs. For imagery systems, this is performed in accordance with DODI 4630.8 (reference l). If standards work is required, the ISMC initiates the action. Before work on a standard begins, the

requirement is translated into a technical description called a User's Service Description (USD).

3.2.3.2 The USD is a technical description of the imagery intelligence user's requirement for a standards service or capability. Whereas the MNS is the broad operational definition from which requirements are developed, the USD is a clear definition of the user's requirement. The USD makes identification of a specific imagery IT standard possible and includes the following information.

a. General description of the IT services required

b. Functional model (description of the need)

c. Associated information exchange requirement

d. Internetworking requirements with other services/capabilities

e. Associated operational procedures

f. Network and terminal aspects

g. Quality of service parameters (timeliness, etc.)

h. Unique military features (survivability, environmental, etc.)

3.2.3.3 The ISMC is responsible for developing USDs for imagery requirements. DISA provides technical guidance.

3.2.3.4 The next step is identifying existing or developmental non-Government, Federal, or MIL-STDs that will fulfill the IT service capability identified in the USD. The adequacy of the identified standards is evaluated.

3.2.3.5 The general approach used to evaluate the proposed standard is shown in figure 3-2. The assessment process comprises three parts: static review, dynamic review, and analysis and report.

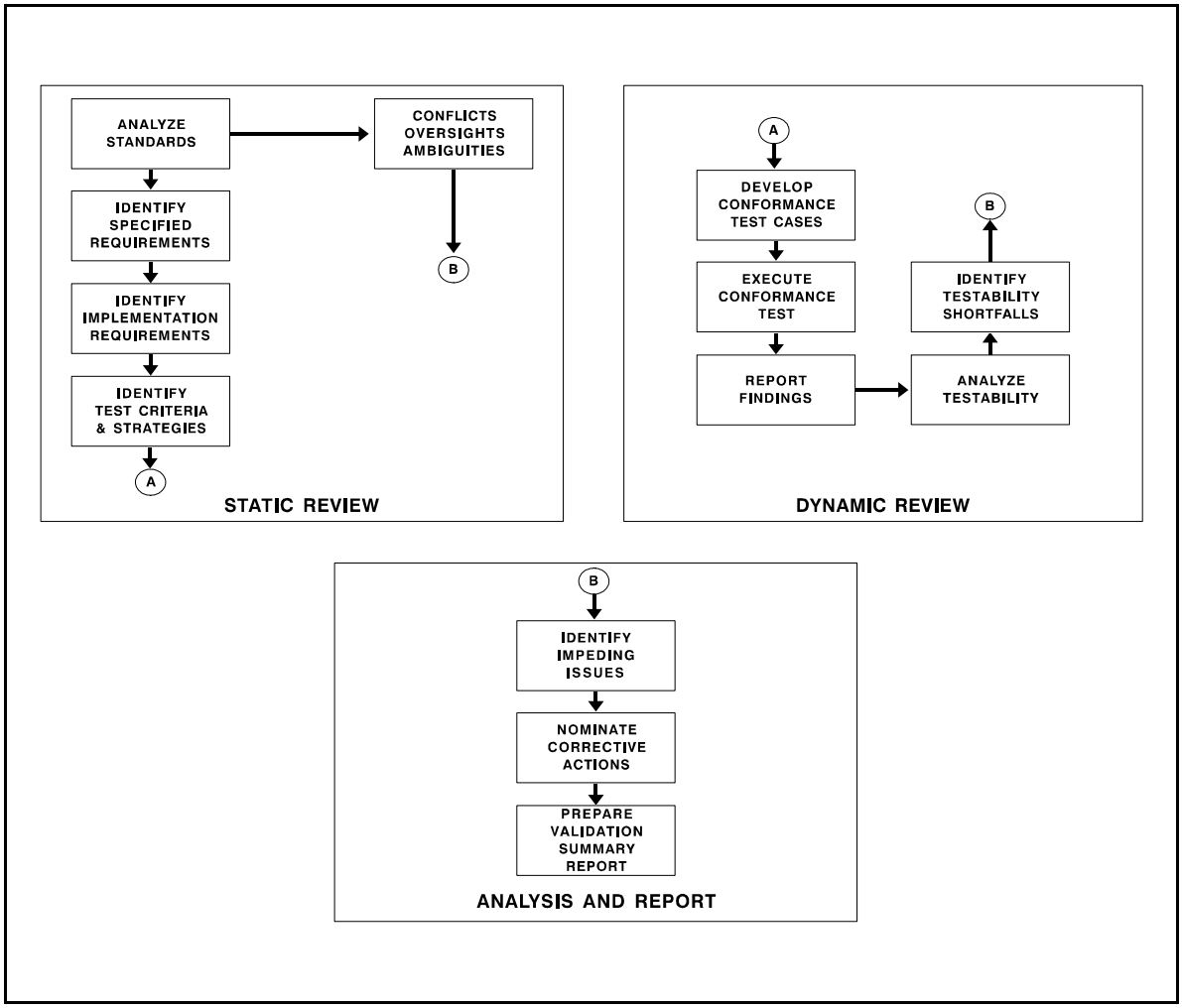

Figure 3-2. General assessment approach

3.2.3.5.1 Static Review. The first part of the process is to review and analyze the standard to identify any internal conflicts, oversights, or ambiguities that are considered faults which must be resolved before the standard can be verified.

a. Identify Requirements (Specified and Implementation) - The complete set of requirements is analyzed to separate those stating policy from those involving implementation in actual devices. Each requirement involving device implementation is identified as a separate line item.

b. Identify Test Strategies - Methods are identified to test each implementation requirement for conformance.

3.2.3.5.2 Dynamic Review. The second part of the process is testing sample implementations of the proposed standards. To be useful in DOD procurement, mandated requirements must be testable. Several steps are required to determine testability.

a. Analyze Testability - Assessed the overall testability of the standard.

b. Identify Testability Shortfalls - If test strategies are not possible for any line items, they are listed as testability shortfall. Any findings in this category are considered impediments to validation of the standard.

3.2.3.5.3 Analysis and Report

a. Identify Validation Issues - The static and dynamic reviews may result in a set of issues that impede validation of the standard. These issues are documented then subjected to analysis for corrective action.

b. Identify Potential Corrective Actions - Potential corrective actions are presented for each identified issue.

c. Prepare Validation Report - All analyses and associated efforts are documented in a validation report.

3.2.3.6 DISA assists in the standards assessment by providing access to standards databases, standards projects and activities, and recommending the application of existing standards.

3.2.3.7 The standard profile is the link between the requirement and the acquisition process. A standard does not ensure the interoperability of imagery intelligence systems. Control is exercised and maintained over the user's choice of the base standard and the options available within the standard. A standard profile identifies the appropriate base standard and specifies the classes, subsets, options, and parameter values from within it that are required for the interoperability of the various implementations.

3.2.3.7.1 When no shortfalls are present in current standards, as identified in the standard assessment, the standard profile is developed and published as a Federal or MIL-STD in accordance with General Services Administration (GSA) Handbook FPMR 101-29, *Federal Standardization*, December 1991 (reference u), and MIL-STD-962C, *Department of Defense Standard Practice, Defense Standards, Handbooks, Acquisition*

Guides, and Bulletins, 20 October 1995 (reference v). When shortfalls are identified during the standard assessment, an interim standard profile is developed in accordance with DOD 4120.3-M (reference p) that specifies the set of existing and interim standards to be used temporarily for acquisition. When new or updated commercial or Federal standards meet the shortfall, the interim standard profile is updated to a final standard profile.

3.2.3.7.2 Within DOD, standards profiles range across levels of specificity from general International Standardized Profiles (ISPs), to National Government Open Systems Interconnect Profiles (GOSIPs), to highly specific procurement specifications. The DOD IT standards profile concept is described in JIEO Plan 3200 (reference i). It is based on the ISO/IEC TR 10000, *Framework and Taxonomy of International Standardized Profiles* (reference w), functional profiles concept and is similar to the North Atlantic Treaty Organization (NATO) functional profiles concept.

3.2.3.7.3 Base standards are the foundation for all profiles. They specify procedures and formats that facilitate information exchange between systems and provide options, anticipating a variety of applications needs and taking into account different system and network capabilities. The DOD IT standards profile definition is as follows. "A profile is defined as a set of one or more base standards, and where applicable, the identification of chosen classes, subsets, options, and parameters of those base standards, necessary for accomplishing particular functions."

3.2.4 Specification and Certification

3.2.4.1 Non-Government Standards (NGSs). NGSs are standards prepared by nationally and internationally recognized technical, professional, and industry associations and societies standards bodies, referred to as Non-Government Standards Bodies (NGSBs). DOD NGSB participation is identified in the DSPs SD-11, Directory of Department of Defense Participation on Non-Government Standards Technical Committees (reference x), and guided by SD-9, *DOD Interaction with Nongovernment Standards Bodies*, April 1994 (reference y).

3.2.4.1.1 Usage. In accordance with the 29 June 1995 SECDEF memorandum (reference j), DODD 5000.1 (reference n), and DODI 5000.2 (reference o), the ISMC will use NGSs to the maximum extent practical and, as assigned by the SCC, participate in or support imagery and imagery related NGSBs activities. Adoption is the expression of acceptance of a NGS for use by DOD. Managed by the ISMC, the DOD imagery community will use both adopted and unadopted NGSs directly as acquisition documents, as references in other documents, or as design or reference

guides. NGSs that have not been adopted may be used, but action to adopt these documents will be initiated. NGS usage suggests that the standard is technically adequate to meet the DOD imagery users' needs and coordination may not be necessary. In those cases, an adoption notice addressing certain administrative information, document custodians, and application guidance may suffice. When a small portion of a NGS is needed, the ISMC may obtain permission and directly copy the pertinent portion into a Government document.

3.2.4.1.2 Procedures. While it is not mandatory for NGSs to be adopted to be used, the ISMC will make every effort to adopt the NGSs it uses to provide document visibility, ensure document availability to DOD personnel, and identify a DOD technical focal point. Adopted NGSs will be listed in the *Department of Defense Index of Specifications and Standards* (DODISS) (reference z). The ISMC will adopt NGSs within the DSP standardization areas. Detailed DSP NGS adoption procedures are found in DOD 4120.3-M (reference p), appendix D.

3.2.4.2 Federal Standards and Specifications. Federal IT standards are prepared within two Federal standards programs. With the Secretary of Commerce as the approval authority, Automated Data Processing (ADP) standards are the National Institute of Standards and Technology's (NIST's) responsibility. ADP standards are published as Federal Information Processing Standards (FIPS). With the GSA as the approval authority, telecommunications standards are the National Communication System's (NCS's) responsibility. Telecommunications standards apply to radio, television, radar, sonar, wiring and cabling, raceways, grounding, bonding, and shielding technologies and are published as Federal Telecommunications Standards (FED-STDs).

3.2.4.2.1 Usage. If a suitable NGS does not exist or cannot be revised to meet the imagery users' needs, the ISMC may adopt or develop a Federal standard or specification. If an NGS exists that nearly meets the need, but requires changes, the ISMC may develop a Federal standard or specification using the NGS as the basis for the requirements. At the same time, the ISMC will request the appropriate NGSB to make the necessary changes to the NGS, and the Federal document will be canceled when the changes are made to the NGS.

3.2.4.2.2 Procedures. Within the DSP, the ISMC will follow the policies and procedures in GSA Handbook FPMR 101-29 (reference u) and DOD 4120.3-M (reference p), when developing, updating, canceling, or validating Federal standards and specifications. If a conflict arises between references u and p, reference u will govern. When adopting Federal standards and specifications, the ISMC will follow the

policies and procedures in DOD 4120.3-M (reference n).

3.2.4.3 Military Standards. Military Standards (MIL-STDs), Military Specifications (MIL-SPECs), Military Handbooks (MIL-HDBKs), and Military Bulletins (MIL-BUs) are developed and maintained within the DSP. The DSP is established by DODD 5000.1 (reference n) and is administered under the guidance provided in DODI 5000.2 (reference o). Designated as LSAs, C/S/As are DOD agents who produce standards and related documentation.

3.2.4.3.1 Usage. After it determines that both NGSs and Federal standards cannot meet the DOD imagery users' needs, the ISMC may develop and maintain military standards documents only for military-unique requirements.

3.2.4.3.2 Procedures. The ISMC will develop and maintain military standards documents using the DSP procedures found in DOD 4120.3-M (reference p), MIL-STD-962C (reference v), and MIL-STD-961D-1, *Performance Specification, Military Specification, and Associated Documents, Preparation of*, 22 August 1995 (reference aa). To maintain military standards documents developed by the ISMC, ISMC WGs will develop configuration management (CM) plans as supplements to this document. Supplement 1, issued with this plan, is the *National Imagery Transmission Format Standard (NITFS) Configuration Management Plan*, developed by the NTB.

3.2.4.4 Testing. Testing is conducted to validate developmental standards, to evaluate the conformance of systems and subsystems to standards, and to certify the interoperability and portability of specific systems and subsystems.

3.2.4.4.1 Validation Methodology. Validation is the analysis of the implementation of features and user requirements to ensure that they are correctly and completely specified, and that testing correctly addresses these specifications and requirements. The process of validating imagery standards to meet military requirements consists of five phases. Validation testing ensures that the changes or additions to be included in the imagery standards are technically correct, consistent, complete, and testable. The process for validating a proposed standard or proposed change or addition to an existing standard is as follow:

a. Phase One - The service, functional, and/or performance requirements are fully identified and an appropriate authority ratifies that the requirements are valid. The test objectives and criteria are developed that will be used to ascertain whether the proposed solution satisfies the validated requirements.

b. Phase Two - As the proposed standard is being written, compliance test objectives, criteria, and test cases are also written.

c. Phase Three - A physical realization of the proposed standard must be implemented. The test procedures and tools needed to conduct compliance testing must also be developed independently of the developer, but in synchronization with the development of the sample implementation.

d. Phase Four - The compliance test procedures and tools are used to verify that the sample implementation conforms to the proposed written standard. Based on compliance test results, the sample implementation is modified and re-tested until it conforms adequately with the proposed standard.

e. Phase Five - Once the sample implementation has been verified as compliant to the proposed standard, the implementation is evaluated against the objectives and criteria defined in Phase one to measure how well the proposed standard meets the original service, functional, and/or performance requirements. Upon successful completion of this phase, the standard is considered to be validated. A natural outcome of the validation process is the creation of the Means of Testing (MOT), e.g., test procedures and tools for testing products for compliance with the standard.

3.2.4.4.2 The Center for Test and Evaluation (CTE), managed by DISA/JIEO and located at Fort Huachuca, AZ, is responsible for establishing and operating a centrally managed testing program that ensures adequate resource planning and programming. (references ab and ac).

3.2.5 Implementation. The ISMC pursues effective imagery IT standards implementation throughout DOD. A systematic approach is devised for to insert standards into the planning, requirements definition, and acquisition of imagery systems. The DOD directives on acquisition, DODD 5000.1 (reference n), DODI 5000.2 (reference o), and DODD 8120.l, *Life-Cycle Management (LCM) of Automated Information Systems (AISs)*, 14 January 1993 (reference ad), describe the general procedures to identify, document, and present requirements, and report progress. Implementation addresses operational assessment, CM, acquisition support, and enforcement.

3.2.5.1 Operational Assessment. The successful implementation of imagery IT standards within DOD entails their incorporation into existing and future DOD imagery systems. When systems are fielded, users often find new ways of using them, especially in conjunction with other systems. These new ways of interacting result in changes to doctrine, procedures, and demands for additional and unintended capabilities. User feedback, provided to the imagery IT standards developers, provides the basis for enhancing imagery IT standards and the clarifying requirements.

3.2.5.2 Configuration Management. CM is the process that maintains standards and standard profiles from the date of first publication until cancellation. The CM process includes document revisions, inactivations, supersession, cancellations, and overage document validations. CM of imagery IT standards is established and implemented by the appropriate ISMC WG in coordination with the ISMC. ISMC WGs develop and publish CM plans for imagery IT standards as supplements to this plan.

3.2.5.3 Acquisition Support. Support to the acquisition community is critical to the successful implementation of imagery IT standards within DOD. The ISMC supports acquisition by ensuring that the necessary imagery IT standards are available to meet the imagery user's operational needs. By documenting and making available the content for imagery information exchange, in accordance with doctrinal and service/agency cultural considerations, the DOD imagery users can operate together effectively.

3.2.5.4 Enforcement. Although the need for imagery IT standards is accepted within the DOD imagery community, imagery IT standards efforts cannot keep pace with the dynamic, evolving high technology arena. Research, development, and acquisition communities need the flexibility to take advantage of emerging technology within the framework of a standards-based environment. Existing acquisition directives will be used as the imagery IT standards enforcement mechanism. The ISMC will support DOD's efforts to assist the acquisition community in using a standards-based acquisition approach.

3.3 Nato Migration

3.3.1 The objective of NATO standardization is to enable the military forces of the United States and its allies to operate together in the most effective and economical manner.

3.3.2 The SECDEF, coordinating with other government agencies and with the advice and assistance of the JCS, establishes the policies for international standardization

among the military departments and agencies of the DOD. The responsibility to execute and manage standardization set forth in these policies rests with the service or agency having primary responsibility for the item or category to be standardized according to existing directives and policies governing roles and missions. In its DOD IT standards EA role, DISA is responsible for IT standards NATO migration.

3.3.3 As tasked by the SCC, the ISMC supports and participates in imagery IT standards NATO migration. Within the Defense Intelligence Plan (DIP), the SD-3, *A Guide for DOD Personnel Participating in NATO Standardization*, 1 April 1991 (reference ae), provides guidance. JCS MP 147, *International Military Rationalization, Standardization, and Interoperability between the United States and Its Allies and Other Friendly Nations* (reference af) provides standardized staffing procedures for validating, ratifying, implementing, and evaluating international military standardization agreements. The staffing procedures ensure that positions presented at international forums are consistent with existing U.S. national positions.

Section 4
OPERATIONS

4.1 Membership

ISMC members are designated by their organizations and accredited to the ISMC with the authority to represent their organizations' interest and speak for them on imagery IT standards issues. ISMC membership is as follows:

4.1.1 Chair. The CIO chairs the ISMC.

4.1.2 Secretariat. The CIO provides the secretariat to perform the ISMC administrative tasks as directed by the chair.

4.1.3 Members. The primary ISMC membership consists of C/S/A representatives having C^4I interests and significant involvement in the development, maintenance, and use of imagery IT standards. Membership is extended to the ICS, other intelligence representatives, and U.S. Government agencies outside DOD. At the discretion of the primary members, additional representatives may be added as members to provide technical support and assistance. Representatives from the following C/S/As and Government agencies constitute the initial ISMC members.

a. Joint Staff Intelligence Directorate (J-2)

b. Joint Staff Operations Directorate (J-3)

c. Joint Staff Command Control and Communications Systems (J-6)

d. Joint Staff Operations Plans and Interoperability (J-7)

e. Department of the Army

f. Department of the Navy

g. Department of the Air Force

h. United States Marine Corps

I. Office of Naval Intelligence (ONI)

j. U.S. European Command

k. U.S. Pacific Command

l. U.S. Atlantic Command

m. U.S. Southern Command

n. U.S. Central Command

o. U.S. Space Command

p. U.S. Special Operations Command

q. U.S. Transportation Command

r. U.S. Strategic Command

s. United States Element, North American Aerospace Defense (NORAD)

t. Assistant Secretary of Defense for Command, Control, Communications and Intelligence (ASD(C^3I))

u. Assistant Secretary of Defense for Economic Security (ASD(ES))

v. Assistant to the Secretary of Defense for Public Affairs (ASTD(PA))

w. Defense Information Systems Agency (DISA)

x. Central Imagery Office (CIO)

y. Defense Airborne Reconnaissance Office (DARO)

z. Defense Mapping Agency (DMA)

aa. Defense Nuclear Agency (DNA)

ab. National Security Agency (NSA)

ac. Defense Intelligence Agency (DIA)

ad. National Reconnaissance Office (NRO) and designees

ae. Central Intelligence Agency (CIA)

af. Department of Justice, Alcohol, Tobacco, Firearms (ATF)

ag. Department of Justice, Federal Bureau of Investigation (FBI)

ah. Department of Justice, Drug Enforcement Agency (DEA)

ai. Department of Justice, Border Patrol

aj. Department of Energy (DOE)

ak. Department of State (DOS)

al. Department of Transportation (DOT)

am. Department of Transportation, United States Coast Guard

an. Treasury Department

ao. Treasury Department, United States Customs

ap. Treasury Department, United States Secret Service

aq. Department of Interior (DOI)

ar. Department of Interior, United States Geological Survey (USGS)

as. Department of Commerce

at. Department of Commerce, National Institute for Standards and Technology (NIST)

au. Department of Agriculture

av. Department of Agriculture, United States Forest Service

aw. National Aeronautics and Space Administration (NASA)

4.1.4 Observers. Other U.S. Government organizations with an interest in ISMC activities may attend as observers. When sponsored by a member organization, and approved by the Chair, individuals may attend the ISMC and participate in meetings.

4.1.5 WGs. The ISMC has the authority to form WGs to deal with imagery IT standards issues. WGs may be established with long term missions such as the NTB and IAWG, or established to address a specific imagery IT standards issue. The ISMC Chair will appoint an ISMC member to lead the WG as its chair. The appointed member's organization will be responsible for assisting the WG in its efforts both technically and administratively. WGs are constituted as a body until discharged by the ISMC.

4.2 Meetings

4.2.1 The ISMC meets quarterly and at the chair's request. Meeting dates are arranged to minimize schedule conflicts and maximize participation. The meetings follow a published agenda and are supervised and guided by the chair.

4.2.2 The ISMC secretariat prepares and distributes a call for issues 28 days prior to scheduled meetings.

4.2.3 Approved by the chair, the ISMC secretariat prepares and distributes a read-ahead package 14 days prior to scheduled meetings. The read-ahead package includes a meeting announcement with the meeting date, time, and location; the proposed agenda; and decision briefings or materials that may require comments, input, or decisions during the meeting.

4.2.4 The ISMC secretariat prepares minutes documenting ISMC decisions. Following the chair's review, minutes are distributed. Minutes are approved at the next meeting and corrections are documented in that meeting's minutes.

4-3 Issues

4.3.1 Issues may be raised by any member to the chair. Members may disagree with a decision and make it a substantive issue. The member declaring a substantive issue must submit a written appeal within 10 working days to the ISMC chair who will forward it to the SCC. Consensus will be reached when the majority of ISMC members present agree. Members, through nonattendance at properly announced ISMC meetings, delegate their votes by proxies to the chair. In addition, if a member organization does not respond to requests for comment or coordination within a

scheduled due date, the lack of response shall be deemed as concurrence. An organization's primary ISMC member is the organization's spokesperson.

4.3.2 Matters for ISMC consideration are referred to the ISMC secretariat. The secretariat reviews a proposed action for ISMC consideration, based on the subject matter. As determined by the chair, inappropriate items will be redirected to a C/S/A, the SCC secretariat, the ISS, or returned to the originator.

4.3.3 Those matters approved by the chair are placed on the ISMC agenda or handled by correspondence. Issues handled by correspondence are forwarded to members for action. Members listed under distribution are required to respond. Other members will be furnished a copy and responses are not required, although comments from those members will be accepted.

4.3.4 The ISMC may refer an action to a WG. WG chairs provide coordinated recommendations to the ISMC.

4.3.5 The ISMC secretariat will track actions, issues, and decisions and prepare reports as required.

4.4 Administration

4.4.1 The ISMC chair is responsible for the following:

a. Scheduling and conducting ISMC meetings.

b. Fulfilling charter responsibilities.

c. Accomplishing projects and tasks assigned by the SCC, ISB, or CIO either within the ISMC or by chartering WGs.

d. Monitoring imagery IT standards activities progress and making recommendations to the SCC or ISB.

e. Representing the ISMC at SCC meetings.

f. Planning and programming for required resources.

4.4.2 The ISMC secretariat is responsible for the following:

a. Serving as the ISMC initial focal point for imagery IT standards activities.

b. Performing the ISMC administrative tasks.

c. Publishing agendas and making ISMC meeting arrangements.

d. Preparing and distributing ISMC meeting minutes.

e. Maintaining the ISMC office of record.

4.4.3 The ISMC members are responsible for the following:

a. Attending ISMC meetings.

b. Providing the coordinated position of the organization represented. Bringing difficulties or delays in processing issues to the chair's attention.

c. Assisting the chair in reaching issue resolution.

4.4.4 WG chairs are responsible for expeditious, proper, and orderly conduct of the WG's business. WG chairs accomplish the following:

a. Assisted by the ISMC, defines the WG's task.

b. Arranges the WG's schedule.

c. Obtains WG support.

d. Drafts and circulates WG papers to WG members.

e. Informs the ISMC when due dates cannot be met.

f. Reaches issue closure and provides recommended issue resolution.

4.4.5 WG members are responsible for the following:

a. Attending WG meetings.

b. Providing the coordinated position of the organization represented. Bringing difficulties or delays in processing issues to the chair's attention.

c. Assisting the chair in reaching issue resolution.

4.5 Document and Change Proposal Review

4.5.1 ISMC members coordinate, review, and approve documents and change proposals to documents published by the ISMC. The NITFS documents are an example. Additionally, ISMC members coordinate, review, and provide comments regarding documents and change proposals to documents related to imagery IT standards that are developed by other organizations. The *Information Technology Standards Guidance* document, prepared by DISA, is an example. Types of documents the ISMC deals with may include the following:

a. A document that meets a DOD or IC imagery IT standard requirement.

b. A policy document that supports DOD or IC imagery standards management.

c. As tasked by the SCC or ISB, a document related to an issue in support of a United States representative to a national or international standards body.

d. As tasked by the SCC or ISB, a non-Government standards document.

4.5.2 Documents and change proposals that require ISMC coordination, review, and approval will be submitted to the secretariat. In coordination with the chair, the secretariat will determine the appropriate course of action which may include the following:

a. Forward the document or change proposals to an appropriate ISMC WG with a memorandum tasking the group to address the issue and provide a recommendation.

b. Add the document or change proposal to a scheduled ISMC agenda. When appropriate, convene a special ISMC meeting.

c. Refer the document or change proposal to the SCC or the ISB.

d. Return the document or change proposal to the originating organization with a memorandum reflecting why the document or change proposal is being returned and, when appropriate, a recommended alternative course

of action.

4.5.3 Following ISMC review and resolution of conflicts, the secretariat will prepare a cover memorandum to be signed by the Chair and forwarded to the originating organization. The memorandum will state that the document or change proposal was reviewed by the ISMC, any issues that arose during the review, and the results of the review, to include approval when appropriate.

4.6 Correspondence

The ISMC and ISMC WGs use the following types of correspondence.

4.6.1 WG Report. WG chairs prepare reports addressed to the ISMC that provide the status of issues, recommendations regarding issues, or resolution of issues. The format will include a cover memorandum, on letterhead corresponding to the WG Chair's parent organization, signed by the WG Chair. As appropriate, the cover memorandum will include the issue title, issue history, proposed issue resolution, any related issues, and a point of contact. Attachments to the cover memorandum are determined by WG chair.

4.6.2 ISMC Report. The ISMC chair prepares reports addressed to the SCC or ISB that provide the status or resolution of an issue. The format includes a cover memorandum on the Chair's parent organization letterhead and includes the issue title, issue history, proposed issue resolution, related issues, and a point of contact.

4.6.3 ISMC Memorandum. The ISMC chair uses ISMC memorandums for corresponding with ISMC members, ISMC member organizations, and working groups. Examples include call for issues, read-ahead packages, meeting minutes, information distribution, and requests for coordination/response to issues.

4-7 Distribution

4.7.1 Initially, distribution will be primarily through the United States Postal System. ISMC and WG members are tasked to keep the ISMC secretariat informed of mail address, electronic mail address, and telephone number changes. Whenever feasible, electronic mail is encouraged and an ISMC goal is to achieve a paperless work environment.

4.7.2 Documents and information pertaining to the ISMC and ISMC WGs are currently available via the following.

a. DISA World Wide Web Page/ISMC Home Page:
http://www.itsi.disa.mil/ismc/

b. ITSI BBS telnet:
bbs.itsi.disa.mil (198.4.59.6)

c. ITSI BBS dial-in:
(703) 834-6501/DSN 653-8385

d. DISA FTP server:
ftp://FTP.ITSI.DISA.MIL/pub/library/nitfs_docs/

e. NITFS Home Page:
http://www.tasc.com/NITFS/

Appendix A
REFERENCES

a. EO 12333, "United States Intelligence Activities," 4 December 1981.

b. SECDEF Memorandum, "Implementation of Corporate Information Management Principles," 16 November 1990.

c. DODD 8000.1, *Defense Information Management Program*, 27 October 1992.

d. ASD(C^3I) Memorandum, "Executive Agent for DOD Information Standards," 3 September 1991.

e. DMRD 918, "Defense Information Infrastructure," 15 September 1992.

f. ASD(C^3I) Letter to Acting Director of Central Intelligence, 3 September 1991.

g. "Charter for the Information Management Policy Working Group" (IMPWG).

h. "Imagery Standards Management Committee (ISMC) Charter".

i. JIEO Plan 3200, *DOD Information Technology (IT) Standards Management Plan*, November 1993.

j. SECDEF Memorandum, "Specifications & Standards - A New Way of Doing Business," 29 June 1994.

k. DODD 4630.5, *Compatibility, Interoperability, and Integration of Command, Control, Communications and Intelligence (C^3I) Systems*, 12 November 1992.

l. DODI 4630.8, *Procedures for Compatibility, Interoperability, and Integration of Command, Control, Communications and Intelligence (C^3I) Systems*, 12 November 1992.

m. CJCS Instruction 6212.01, *Compatibility, Interoperability, and Integration of Command, Control, Communications and Intelligence (C^3I) Systems*, 30 July 1993.

n. DODD 5000.1, *Defense Acquisition*, 23 February 1991.

o. DODI 5000.2, *Defense Acquisition Management Policies and Procedures*, 23 February 1991.

p. DOD 4120.3-M, *Defense Standardization Program Policies and Procedures*, July 1993.

q. DODD 5105.56, *Central Imagery Office*, 6 May 1992.

r. DCID 2/9, *Management of National Imagery Intelligence*, 1 June 1992 (S).

s. DOD 5200.1-R, Information Security Program, May 1993.

t. DODD 5230.9, *Clearance of DOD Information for Public Release*, 2 April 1992.

u. GSA Handbook FPMR 101-29, *Federal Standardization*, December 1991.

v. MIL-STD-962B, *Department of Defense Standards Practice Defense Standards Handbooks, Acquisition Guides, and Bulletins,* 20 October 1995.

w. ISO/IEC TR 10000, *Information Technology - Framework and Taxonomy of International Standardized Profiles*.

x. SD-11, *Directory of DOD Participation on Non-Government Technical Committees*, (current edition).

y. SD-9, *DOD Interaction with Nongovernment Standards Bodies*, April 1994.

z. *Department of Defense Index of Specifications and Standards* (DODISS), (current edition).

aa. MIL-STD-961D-1, *Performance Specification, Military Specification, and Associated Documents, Preparation of*, 22 August 1995.

ab. JIEO CIR 9008, *National Imagery Transmission Format Standard (NITFS) Certification Test & Evaluation Program Plan*, 30 June 1993.

ac. JIEO/JITC 9002, *Requirements Assessment and Interoperability Certification of C4I and AIS Equipment and Systems*, 23 January 1995

ad. DODD 8120.1, *Life-Cycle Management (LCM) of Automated Information Systems (AISs)*, 14 January 1993.

ae. SD-3, *A Guide for DOD Personnel Participating in NATO Standardization*, 1 April 1991.

af. MOP 147, *International Military Rationalization, Standardization, and Interoperability between the United States and Its Allies and Other Friendly Nations*.

Appendix B
GLOSSARY

10.1 Acronyms

ADP	Automated Data Processing
AIS	Automated Information System
ASD(C^3I)	Assistant Secretary of Defense for Command, Control, Communications, and Intelligence
ASD(ES)	Assistant Secretary of Defense for Economic Security
ASTD(PA)	Assistant to the Secretary of Defense for Public Affairs
ATF	Alcohol, Tobacco, Firearms
ATTS	Automatic Test Technology Standards
AVCS	Avionics
AZ	Arizona
C^4I	Command, Control, Communications, Computers, and Intelligence
CCB	Configuration Control Board
CFS	Center for Standards
CI	Configuration Item
CIA	Central Intelligence Agency
CID	Commercial Item Description
CIIWG	Common Imagery Interoperability Working Group
CINC	Commander in Chief

CIO	Central Imagery Office
CJCS	Chairman of the Joint Chiefs of Staff
CM	Configuration Management
CMS	Community Management Staff
C/S/A	Commands/Services/Agencies
C^3I	Command, Control, Communications, and Intelligence
C^4I	Command, Control, Communications, Computers, and Intelligence
CTE	Center for Test and Evaluation
DARO	Defense Airborne Reconnaissance Office
DCI	Director Central Intelligence
DCID	Director Central Intelligence Directive
DCPS	Data Communications Protocol Standards
DEA	Drug Enforcement Agency
DepSO	Departmental Standardization Office
DIA	Defense Intelligence Agency
DIP	Document Improvement Proposal
DISA	Defense Information Systems Agency
DMA	Defense Mapping Agency
DMRD	Defense Management Report Decision
DNA	Defense Nuclear Agency

DOD	Department of Defense
DODD	Department of Defense Directive
DODI	Department of Defense Instruction
DODISS	Department of Defense Index of Specifications and Standards
DOE	Department of Energy
DOI	Department of Interior
DOS	Department of State
DOT	Department of Transportation
DP	Data Systems Interoperability Panel
DRPR	Drawing Practices
DSP	Defense Standardization Program
EA	Executive Agent
EDISMC	Electronic Data Interchange Standards Management Committee
EGDS	Engineering Data Systems
EMCS	Electronmagnetic Compatibility Standards
FBI	Federal Bureau of Investigation
FED-STD	Federal Telecommunications Standard
FIPS	Federal Information Processing Standard
FPMR	Federal Procurement Management Regulation
FSC	Federal Supply Class

GOSIP	Government Open Systems Interconnection Profile
GSA	General Services Administration
GSMC	Geospatial Standards Management Committee
HFAC	Human Factors
IC	Intelligence Community
ICS	Intelligence Community Staff
ILSS	Integrated Logistics Support Standards
IMPWG	Imagery Management Policy Working Group
INST	Information Standards
IIP	Interoperability Improvement Panel
IP	CFS/Information Processing Directorate
IPSC	Information Processing Standards for Computers
IPSG	Information Processing Steering Group
ISB	Intelligence Systems Board
ISE	Intelligence Support Element
ISMC	Imagery Standards Management Committee
ISO	International Standards Organization
ISP	International Standardized Profiles
ISS	Intelligence Systems Secretariat
IT	Information Technology or CFS/Information Transfer Directorate

ITSI BBS	Information Technology Standards Integrated Bulletin Board System
ITSP	Information Technology Standards Program
ITSPO	IT Standards Program Office
IUT	Implementation Under Test
IXMP	Information Transfer Management Panel
J2	Joint Staff Intelligence Directorate
J3	Joint Operations Directorate
J6	Joint Staff Command Control and Communications Systems
J7	Joint Staff Operations Plans and Interoperability
JCS	Joint Chief of Staff
JIEO	Joint Interoperability and Engineering Organization
LSA	Lead Standardization Activity
MCCR	Mission Critical Computer Resources
MCEB	Military Communications-Electronics Board
MCGT	Mapping, Charting, and Geodesy Technology
MIL-BU	Military Bulletin
MIL-HDBK	Military Handbook
MIL-SPEC	Military Specification
MIL-STD	Military Standard
MJIB	Mapping, Charting, and Geodesy Joint Interoperability Board

MNS	Mission Need Statement
MOP	Memorandum of Policy
MOT	Means of Testing
MTFCCB	Message Text Format Configuration Control Board
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
NCS	National Communications System
NFIP	National Foreign Intelligence Program
NGS	Non Government Standard
NGSB	Non Government Standard Body
NIST	National Institute of Standards and Technology
NITFS	National Imagery Transmission Format Standard
NORAD	North American Aerospace Defense Command
NRO	National Reconnaissance Office
NSA	National Security Agency
NTB	NITFS Technical Board
NTIA	National Telecommunications and Information Administration
OASD	Offices of the Assistant Secretary of Defense
OASD(ES)	Offices of the Assistant Secretary of Defense (Economic Security)
ONI	Office of Naval Intelligence

ORD	Operational Requirements Document
OSD	Office of the Secretary of Defense
PACK	Packing Packaging Presentation and Transportability
SCC	Standards Coordinating Committee
SECDEF	Secretary of Defense
SMA	Standardization Management Activities
SMC	Standards Management Committee
SP	Standards Panel
SPD	Standardization Program Directorate
SSMC	Symbology Standards Management Committee
STSD	Systems Technology Standards Directorate
TACO2	Tactical Communications Protocol 2
TADILCCB	Tactical Data Link Configuration Control Board
TCSS	Telecommunications Systems Standards
USGS	United States Geological Survey
U.S.	United States
USD	User Service Description
VWG	Video Working Group
WG	Working Group

10.2 Definitions

Adopting Activity. The activity responsible for the adoption of a non-Government standard.

Configuration control. The systematic proposal, justification, evaluation, coordination, approval or disapproval of proposed changes, and the implementation of all approved changes, in the configuration of a CI after establishment of the configuration baseline(s) for the CI. (MIL-STD-973)

Configuration Control Board (CCB). A board composed of technical and administrative representatives who recommend approval or disapproval of proposed engineering changes to a CI's current approved configuration documentation. The board also recommends approval or disapproval of proposed waivers and deviations from a CI's current approved configuration documentation. (MIL-STD-973)

Configuration Management (CM). As applied to configuration items, a discipline applying technical and administrative direction and surveillance over the life cycle of items to:

a. Identify and document the functional and physical characteristics of configuration items.

b. Control changes to configuration items and their related documentation.

c. Record and report information needed to manage configuration items effectively, including the status of proposed changes and implementation status of approved changes.

d. Audit configuration items to verify conformance to specifications, drawings, interface control documents, and other contract requirements. (MIL-STD-973)

Configuration Status Accounting (CSA). The recording and reporting of information needed to manage configuration items effectively, including:

a. A record of the approved configuration documentation and identification numbers.

b. The status of proposed changes, deviations, and waivers to the configuration.

c. The implementation status of approved changes.

d. The configuration of all units of the configuration item in the operational inventory. (MIL-STD-973)

Consolidated Comments. Comments submitted by a Custodian that reflect a Department or an Agency position. The process of consolidation involves resolving comments so that there is a single position.

Coordinated Standardization Documents. Documents issued to cover items or services required by more than one Military Department, Defense Agency, or Civilian Agency.

Coordination. The process of having standardization documents reviewed and commented on by Government and private sector organizations.

Custodian. The activity responsible for resolving and consolidating coordination comments for standardization documents or studies in its Department or Agency, and submitting those comments to the Preparing Activity.

Data Communications Protocol Standards (DCPS). The standardization area that establishes DOD protocol standards and reference protocol architectures necessary to support intranetwork and internetwork host-to-host data communications utilizing digital communications techniques. The DCPS area involves standardization of internetwork, peer and interlayer management protocols, including those that deal with end-to-end (host-to-host) communications across a network or a concatenated set of networks. The standardization of lower layer protocols, those that deal with the physical, data link, and network functions, do not fall within the domain of the DCPS area. However, the DCPS area actively coordinates with those standardization activities developing and coordinating those lower layer protocols to ensure that the interfaces allow interoperability.

Department of Defense Index of Specifications and Standards (DODIIS). A publication that lists Federal and military specifications and standards, guide specifications, military handbooks and bulletins, CIDs, adopted NGSs, and other related standardization documents used by the Department of Defense.

Departmental Standardization Office (DepSo). A top level office in each Military Department or Defense Agency responsible for managing the Defense Standardization Program and ensuring that its Lead Standardization Activities and Standardization Management Activities properly implement the policies, procedures, and goals of the DSP.

Essential Comment. A coordination comment covering requirements or provisions or such importance to the mission of the commenting activity that it must be accepted or reconciled.

Federal Specification. A specification issued or controlled by the GSA for commercial or modified commercial products, which contains requirements or tests too extensive to be suitable for a CID.

Information Processing Standards for Computers (IPSC). The standardization area that relates to computers and data processing devices, equipments and systems including, but not limited to, character recognition types; input/output media, formats and labels; programming languages; computer documentation; flowcharts and terminology; character codes; data communications and input/output interfaces.

Information Standards (INST). The proposed standardization area that encompasses the development, coordination, and integration of standardized information components across all functional areas within the DOD. It includes report standards, data exchange format standards, operational instructions, symbology standards, and geographic, graphic, and imagery constructs.

Information Technology (IT). The principle means for delivering improved information systems. The scope of information technology includes information services (e.g., computer operations, network operations, programming, telecommunications) and systems design (e.g., systems engineering, database design, information architecture).

Information Technology (IT) Standards. Standards that provide technical definitions for information system processes, procedures, practices, operations, services, interfaces, connectivity, interoperability, information formats content, interchange and transmission/transfer. IT Standards apply during the development, testing, fielding, enhancement, and life-cycle maintenance of DOD information systems.

Interim Documents. Revisions, amendments, or change notices issued by

a single Military Department, Defense Agency, or activity within the DOD Component for coordinated federal or military specifications or standards; guide specifications; or military handbooks or bulletins to meet a need when time does not permit preparation of a coordinated document. "Used-in-lieu-of" documents are now referred to as interims.

Interoperability. The ability of systems, units or forces to provide services to and accept services from other systems, units or forces and to use the services so exchanged to enable them to operate effectively together. (JCS PUB 1)

Lead Standardization Activity (LSA). A management activity in a Military Department or a Defense Agency that guides DOD standardization efforts for a FSG, a FSC, or a standardizaiton area through the development of standardization program plans, authorization of standardization projects, and identification and resolution of standardization issues. reference t identifies the LSAs.

Limited Coordinated Standardization Documents. Documents issued to cover products or processes required by only one Military Department or Defense Agency, or where immediate acquisition needs do not permit a coordinated document.

Military Handbook. A guidance document containing standard procedural, technical, engineering, or design information about the materiel, processes, practices, and methods covered by the DSP.

Military Specification. A document that describes the essential technical requirements for purchased materiel that are military unique or are substantially modified commercial items.

Military Standard. A document that establishes uniform engineering and technical requirements for military-unique or substantially modified commercial processes, procedures, practices, and methods.

Non-Government Standard (NGS). A standardization document developed by a private sector association, organization, or technical society that plans, develops, establishes, or coordinates standards, specifications, handbooks, or related documents. This term does not include standards of individual companies.

Non-Government Standards Body (NGSB). A private sector association, organization, or technical society that plans, develops, establishes, maintains, or coordinates NGSs.

Participating Activity. The activity responsible for resolving and consolidating coordination comments on standardization program plans in its Military Department or Defense Agency, and submitting those comments to the LSA.

Preparing Activity. The DOD activity or the civilian Agency responsible for the preparation, coordination, issuance, and maintenance of standardization documents.

Profile. A set of one or more standards and where applicable the set of chosen classes, subsets, options, and parameters of those standards necessary to accomplish a particular function (ISO TR 10000)

Review Activity. A Standardization Management Activity having a technical or procurement interest in a standardization document, thus requiring a review of all proposed actions affecting it.

Specification. A document prepared to support acquisition that describes the essential technical requirements for purchased material and the criteria for determining whether the requirements are met.

Standard. A document that establishes uniform engineering and technical requirements for processes, procedures, practices, and methods. Standards may also establish requirements for selection, application, and design criteria of materiel.

Standards. Standards in as references in this document are IT standards. IT standards provide technical definitions for information system processes, procedures, practices, operations, services, interfaces, connectivity, interoperability, information formats, information content, interchange and transmission/transfer. IT standards apply during the development, testing, fielding, enhancement, and life-cycle maintenance of DOD information systems. IT standards include non-government national or international standards, Federal standards, military standards, and multinational treaty organization standardization agreements. They may take numerous forms including standards, handbooks, manuals, specifications, commercial item descriptions, standardized drawings, all referred to collectively here as standards. (CJCSI 6212.01)

Standards Profile. A set of one or more base standards and, where applicable, the identification of chosen classes, subsets, options, and parameters of those base standards necessary for accomplishing a particular function. (POSIX/IEEE)

Standardization. The process of developing and agreeing upon (by consensus

or decision) uniform engineering criteria for products, processes, practices, and methods.

Standardization Areas. Standardization categories for engineering technologies, disciplines, and practices that do not fall under a FSC or a FSG. The SD-l (reference t) identifies the Standardization areas.

Standardization Directory (SD-1). A publication that identifies standardization responsibility assignments by FSCs, FSGs, and Standardization Areas. It also includes addresses, telephone numbers, and points of contact for the military offices, civilian agencies, and non-government standards bodies participating in the Defense Standardization Program.

Standardization Document. A generic term for a document used to standardize on an item of supply, process, procedure, method, data, practice, or engineering approach. Standardization documents include military specifications, standards, handbooks, and bulletins; Federal specifications and standards; guide specifications; CIDS; and NGSs.

Standardization Management Activities (SMA). A generic term to describe any DOD activity listed in the SD-1 (reference (t)) that functions as a Lead Standardization Activity, Preparing Activity, Participating Activity, Military Coordinating Activity, Custodian, Review Activity, Adopting Activity, or Item Reduction Activity.

Standardization Program Plan. A document prepared by a LSA that identifies standardization opportunities, problems, and objectives, and establishes milestones for accomplishing standardization goals and specific tasks in a FSC, FSG, or Standardization Area.

Standardization Project. A standardization effort approved by the cognizant LSA to develop, update, cancel, or adopt a standardization document, or conduct an item reduction study or engineering practice study.

Status of Standardization Projects (SD-4) A report containing information on standardization projects.

Suggested Comment. A coordination comment covering changes considered desirable, but not essential. Comments on format, grammar, and punctuation are usually suggested comments. Noncritical technical comments may also be suggested comments. Comments not supported by rationale are treated as suggested comments.

Testing Laboratory. A laboratory having facilities to perform examination and testing. That laboratory may be one or the following:

a. A laboratory operated by or under contract to the Government.

b. A laboratory of the manufacturer or distributor either in-plant or under contract.

Users. Customers of the DSP, which include Government and industry program managers, engineers, logisticians, repair and maintenance personnel, and anyone else who may use the specifications, standards, and other related documents produced under the DSP.

Validation. The process by which the Preparing Activity for a document determines that an overage document is still required, meets the users' needs, continues to reflect accurate and current requirements, and meets the policies of the DSP.

Appendix C
IMAGERY STANDARDS MANAGEMENT COMMITTEE CHARTER

REFERENCES:

A. ASD(C3I) Memoranda for the: Director,Defense Information Systems Agency, "Executive Agentfor DOD Information Standards," 3 Sept 1991; (2) DOD Departments and Agencies, same subject, 3 Sept1991; and (3)Acting DCI, same subject, 3 Sept 1991;

B. JIEO Plan 3200, DOD Information TechnologyStandards Management Plan, November 1993;

C. DOD 5105.19, Defense Information Systems Agency (DISA), 25 June 1991;

D. DOD 4120.3-M, Defense StandardizationProgram (DSP) Policies and Procedures, July 1993;

E. Information Management Policy Working GroupCharter;

F. DODD 5105.56, "Central Imagery Office," 6May 1992;

G. DCID 2/9, "Management of National Imagery Intelligence(U)," classified SECRET, effective1 June 1992;

H. DMRD 918, Defense InformationInfrastructure, 15 September 1992

I. ASD(C3I) Memorandum, "Defense InformationInfrastructure," 23 June 1993

J. Executive Order 12333, "United States Intelligence Activities" 4 Dec 1981

2. PURPOSE

In accordance with references A, B, C, E, H, and I, this charter establishes the Imagery Standards Management Committee (ISMC) as a subgroup of the Intelligence Systems Secretariat's (ISS) Standards Panel and the Defense Information Systems Agency (DISA) Standards Coordinating Committee (SCC), with the scope, mission,organization, functions, responsibilities, and procedures outlined below.

3. SCOPE

The ISMC oversees all imagery community technical standards which includes standards interoperability activities for the imagery community within the scope of the Central Imagery Office (CIO), as defined in references F and G. The imagery community includes

all organizations or programs within the Intelligence Community and the non-intelligence civil agencies that produce or use imagery.

Reference G defines imagery as including "all products of reconnaissance that provide a likeness of any natural or manmade features or related objectives or activities." The ISMC's responsibility includes all imagery, imagery-derived data andimagery products. In accordance with references F and G, the ISMC encompasses all IT standards related specifically to imagery collection,processing, dissemination, exploitation, archiving, and reporting within the CIO's purview.

4. MISSION

The mission of the ISMC is to provide the focalpoint for standards in the-imagery community, to include members of the Intelligence Community (IC) as stipulated in References F, G, and J. The duties of the ISMC shall be to lead, manage, integrate, and coordinate imagery community efforts to develop and implement imagery standards in information systems. The ISMC will establish, develop, implement and promulgate new standards or specify existing standards, in coordination with other standards-related working groups, to enable compatibility and use of imagery within information systems. This mission will be accomplished in coordination with DISA, the DOD Executive Agent for Information Technology (IT) Standards and the ISS Standards Panel.

5. ORGANIZATION

The ISMC will be organized as follows:

A. Chair. The CIO chairs the ISMC. The Chairis responsible for the disposition of imagery standards issues and concerns to either the ISS Standards Panel or DISA's SCC through the direction of DISA's Deputy Commander, Information Technology Standards, in consultation with the Chairman, ISS Standards Panel.

B. Secretariat. The CIO shall provide thesecretariat to perform the ISMC administrative tasks as directed by the Chair.

C. Members Proposed membership is delineated in Appendix A. Actual-membership and the procedures for changing the membership shall be delineated inthe ISMC standing rules.

D. Observers. Other U.S. government organizations with an interest in ISMC activities may attend as observers. When sponsored by a member organization, and approved by the ISMC Chair, individuals may attend the ISMC and participate in meetings.

6. FUNCTIONS AND RESPONSIBILITIES

The ISMC will, as a minimum:

A. Coordinate and integrate all functional imagery activities in developing, adopting, and specifying imagery IT standards as part of theimagery community IT standards program;

B. Serve as the primary coordination point for imagery IT standards activities conducted within the DSP standardization areas and the IC's standardization efforts;

C. Pursue the satisfaction of imagery IT standards requirements by sponsoring representatives to external imagery IT forums;

D. Ensure that the imagery IT standards developed under its direction are in accordance with guidance contained in JIEO Plan 3200, Reference B;

E. As required, charter working groups to address specific imagery IT standards issues and activities;

F. Serve as the Configuration Control Board (CCB) for the configuration management (CM) of imagery standards adopted by the imagery community. Document the configuration control process including all associated technical boards. Maintain acohesive and integrated configuration control database;

G. Guide the appropriate level of validation testing for approved standards and changes thereto and the scheduled activities for all approved changes to standards under the purview of the ISMC;and

H. Forward imagery related issues for which ISMC members cannot reach consensus to the DISA Deputy Commander, Information Technology Standards, for resolution, who will determine-the appropriate forum for all imagery IT standards resolutions on a case-by-case-basis. Issues stemming from either the SCC or the ISS Standards Panel to the ISMC will be coordinated by the DISA Deputy Commander,Information Technology Standards.

7. PROCEDURES

THE ISMC will establish and observe the followingprocedures:

A. Standing Rules: The ISMC shall establish standing rules and document the rules supplementing Reference B in its ISMC Management Plan. These standing rules shall delineate the procedures of the ISMC;

B. Meetings: The ISMC meets quarterly, at theChair's request, or as stated in the ISMC ManagementPlan. Meeting dates are arranged to minimize schedule conflicts and maximize participation. ISMC meetings follow a published agenda and are supervised and guided by the Chair;

C. Issues: Issues may be raised by anymember to the Chair. Consensus is reached when the primary ISMC members agree. The organization's primary ISMC member is the organization's spokesperson. Members may disagree with a decision and make it a substantive issue. The member declaring a substantive issue submits a written appeal to the ISMC Chair within 60 days. The Chair will forward the appeal to the DISA DeputyCommander, Information Technology Standards, who inconsultation with the Chair, ISS Standards Panel, will determine the appropriate process for resolution.

D. The ISMC Charter will be reviewed every two years.

Jointly agreed and approved:

12/2/94
Director, Information Technology Standards, Defense

12/15/94
Deputy Commander, Intelligence Systems Secretariat

12/15/94
Director, Systems Technology and Standards Directorate, Central Imagery Office

MEMBERSHIP LIST

Joint Staff Intelligence Directorate (J-2)
Joint Staff Operations Directorate (J-3)
Joint Staff Command Control and Communications Systems (J-6)
Joint Staff Operations Plans and Interoperability (J-7)
Depart of the Army
Department of the Air Force
US Marine Corps
Department of the Navy
Chief of Naval Operations
Office of Naval Intelligence (ONI)
Commander in Chief, US Atlantic Command
Commander in Chief, US Central Command
Commander in Chief, US Pacific Command
Commander in Chief, US Southern Command
Commander in Chief, US Space
Command Commander in Chief, US Special Operations Command
Commander in Chief, US Strategic Command
Commander in Chief, US Transportation Command
Commander in Chief, US European Command
Commander, US Element, NORAD
Assistant Secretary of Defense (C^3I)
Assistant Secretary of Defense (ES)
Assistant Secretary of Defense (PA)
Director, Central Imagery Office (CIO)
Director, Defense Information Systems Agency (DISA)
Director, Defense Intelligence Agency (DIA)
Director, Defense Mapping Agency (DMA)
Director, Defense Nuclear Agency (DNA)
Director, National Security Agency (NSA)
Director, Central Intelligence Agency (CIA)
Department of Justice
- Alcohol, Tobacco, Firearms (AFT)
- Federal Bureau of Investigation (FBI)
- Drug Enforcement Agency (DEA)
- Border Patrol

Department of Energy (DOE)
Department of State (DOS)
Department of Transportation (DOT)
- US Coast Guard

Treasury Department
- US Customs
- US Secret Service

Department of Interior
Department of Commerce
- National Institute for Standards and Technology (NIST)

Department of Agriculture
- US Forestry Service

Director, National Reconnaissance Office (NRO) and designees
National Aeronautical Space Agency (NASA)
US Geological Survey (USGS)
Defense Airborne Reconnaissance Office (DARO)

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